

MONROE COUNTY

JOB DESCRIPTION

Position Title: EQUIPMENT OPERATOR

Date: 01/19/99

Position Level: 5

FLSA Status: Nonexempt

Class Code: 5-10

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GENERAL DESCRIPTION

Primary function is to operate/drive equipment in the day-to-day operations of the maintenance and repair of county roads and bridges..

KEY RESPONSIBILITIES

1. Prep and pave existing roadways, lay-out roads, haul asphalt, operate dump truck, rollers, pavers, brooms, shovels.
2. Cut brush and chip debris off rights of way, use motrim, blower, rake, machete, chain saw, polesaw, and chipper.
3. Install and maintain culverts, drainage structures and erosion control.
4. Repair and replace damaged or destroyed guard rails, clean injection wells, weed eat around signs and guard rails.
5. Perform general maintenance for toll booth and office.
6. Maintain and perform safety inspections of all equipment and tools before use.

* Indicates an "essential" job function.

The information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

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KEY JOB REQUIREMENTS	
<i>Education:</i>	H.S. Diploma or GED required.
<i>Experience:</i>	2 to 3 years.
<i>Impact of Actions:</i>	Decisions and impact are limited to decisions and planning within a small work group or project team.
<i>Complexity:</i>	Basic: Work consists of moderately complex procedures and tasks where analytic ability is required. Work may involve the comparison of numbers, selection of appropriate guidelines and procedures, or identification of appropriate actions to follow. Answers are usually found by selecting from specific choices defined in work policies or procedures.
<i>Decision Making:</i>	Basic: Ongoing supervision is provided on an "as needed" basis. Some independent judgment is necessary to select and apply the most appropriate of available procedures.
<i>Communication with Others:</i>	Requires regular contact within the department and periodic contacts with other departments, outside agencies and the general public, supplying or seeking information.
<i>Managerial Skills:</i>	Responsible for orienting and training others, and assigning and reviewing their work. May also be responsible for acting in a "lead" or "senior" capacity over other positions performing essentially the same work, or related technical tasks and reporting to a higher level on a formal basis.
<i>Working Conditions/Physical Effort:</i>	Work requires occasional physical exertion and/or muscular strain. Work involves several disagreeable elements and/or exposure to job hazards where there is some possibility of injury.
<i>On Call Requirements:</i>	On call 24 hours pending disaster.
<i>Other:</i>	Commercial Driver's License Class "B". THIS POSITION IS DESIGNATED AS A SAFETY SENSITIVE POSITION. AN EMPLOYEE IN THIS POSITION IS SUBJECT TO THE MANDATORY DEPARTMENT OF TRANSPORTATION DRUG TESTING PROGRAM WHICH INVOLVES RANDOM DRUG TESTING.

APPROVALS	
<i>Department Head:</i>	
Name: _____	Signature: _____ Date: _____
<i>Division Director:</i>	
Name: _____	Signature: _____ Date: _____
<i>County Administrator:</i>	
Name: _____	Signature: _____ Date: _____

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On this date I have received a copy of my job description relating to my employment with Monroe County.

Name: _____ Signature: _____ Date: _____